

**(ENTER UNIT NAME)**  
**FAMILY READINESS INFORMAL FUND**  
**STANDARD OPERATING PROCEDURE (SOP)**

“The (Enter Unit Designation) FRG’s informal fund’s purpose and function are to provide support, recognition, education and information to help prepare families for mobilization and their continued participation in the National Guard.”

“The FRG informal fund is for the benefit of its members only and is established exclusively for charitable purposes to provide support to service and family members as they live the military life.

It is not a business and is not being run to generate any profits. FRG expenditures will be in accordance with the wishes of the majority of FRG members and all fund raisers must have Command approval before proceeding.

Additionally it is not an instrumentality of the United States Government.”

\_\_\_\_\_  
Family Readiness Group Leader / Date

\_\_\_\_\_  
Commander Signature / Date

\_\_\_\_\_  
Family Readiness Group Treasurer / Date

\_\_\_\_\_  
FRG Alternate Treasurer / Date

**DISTRIBUTION:**

Unit Family Readiness Program File (Unit Commander's Purple Binder)

State Family Readiness Office

Unit Family Readiness Representative

Unit's Family Readiness Group Lead Volunteer